
GUILLERMO M. URBANO, JR.

VICE PRESIDENT

Treasury Division

Concurrent Officer-in-Charge, Fund Management Group

Social Security System (SSS)

920-6401 loc. 5137

435-9853



BRIEF DESCRIPTION OF FUNCTION

The VP for Treasury Division is primarily responsible for the overall management of System's liquidity; middle and backroom operations of investments in government securities (GS); interest-bearing bank deposits; cash operations-collection of payments and remittance to the System; disbursements of various SSS obligations; cash management optimization; foreign currency conversion; safety of cash and bank deposits; custody and safekeeping of the System's certificates of investments, titles of properties, collaterals and other investments-related documents; and in ensuring operational efficiency of the Division. Oversees the tellering services of SSS branches nationwide as well as deposit pick-up arrangement with depository banks.

Manages business relationships with accredited collecting, disbursing, and depository banks, and non-bank collecting partners, and acts as SSS point person in all coordination/interface activities with banks, other financial institutions, third party partners handling SSS transactions. Currently Officer-in-Charge of the Fund Management Group.

MAJOR ACHIEVEMENTS

Responsible for the implementation and participation of the SSS in the Non-Restricted Trading of GS allowing SSS as tax-exempt institution to trade GS in the market and maximize income potential of its liquid asset. Facilitates the approval of the standardization of service fee rates for non-bank collecting partners. Recommended the revision of the policy guidelines on bank deposits, guidelines to further enhance Treasury operations, and the Basel III Capital Instruments investment guidelines. Responsible for the SSC approval to expand investments of the State Insurance Fund for Private Sector-Employees Compensation (EC) Fund to include investments in corporate fixed income and selected equities. Former Portfolio Manager and Investment Officer of the EC Fund.

Primarily in charge of building up the SSS corporate fixed income portfolio by participating in a wide array of investment instruments such as corporate bonds, notes, Tier II capital, long-term negotiable certificates of deposit, short-term commercial papers, etc. during stint as Head of the Corporate Bonds and Loans Department (CBLD). Also, former account officer of some big ticket real estate investments of SSS, such as Philamlife Tower, prime lots at Fort Bonifacio Global City and commercial lots at Manila Harbour Center which became high-value investments.

Participated in and attended various national and foreign trainings and conferences on investment, fund management, leadership and social security-related seminars and workshops in Brunei, Darussalam; Hong Kong, China; Bangkok, Thailand; Boston and Cambridge, USA; and London, United Kingdom.

Best Supervisor of the CBLD (2010); Model Employee of the Investments and Finance, Information Systems, and Controllership Group (1997); Model Employee of both the Loans Program Division and the Loans and Investments Office (1997).

PROFESSIONAL WORK EXPERIENCE / HIGHLIGHTS

Investments Sector: Assistant Vice President/Department Manager III/OIC for CBLD (2011-2014); OIC/Department Head of the Investments Research and Support Department (2010-2011); OIC/Department Head of the Real Estate (now Housing and Business Loans) Department (2010); Program Supervisor/Manager I of the Institutional Loans Department (1995-2009); Investments Specialist of the Loans and Investments Office (1992-1994). Various positions in the following departments: Corporate Planning and Budget Department (1991-1992); Loans Collections Department (1989-1990); Investments Accounting Department (1986-1988).

SSS Provident Fund: Served as Fund Treasurer for seven years (2004-2011); elected member of the Board of Trustees representing general membership for two terms (1998-2000 and 2003-2004)

Armed Forces of the Philippines: Ready Reserve Officer of the Philippine Army with the rank of Major. Former Assistant Chief of Staff for Plans and Program (S5) of the Technical and Administrative Services Brigade (1st TASB) of the AFPRESCOM. Former Acting Deputy Commander of the Headquarters and Headquarters Group of the 1st TASB. Underwent various trainings such as Civil-Military Operations Course, Special Forces Operations, Psychological Operations, Light Armor/Mechanized Infantry, etc.

Memberships in Various Organizations and Others: (1) Philippine Institute of Certified Public Accountants; (2) Fund Managers Association of the Philippines; (3) Money Market Association of the Philippines; (4) Officer of the Club/District 301-D1 of the Lions Clubs International; (5) Officer of the Order of the Knights of Rizal; (6) Knights of Columbus; (7) Special Minister of the Eucharist; (8) Officer of the SSS Kabalikat Volunteer Corps; (9) Former part-time instructor in business, accounting and taxation subjects.

Involvement in Various Current Committees: Vice Chairperson of the Bids and Awards Committee II; Credit Committee; Quality Workplace Program Committee; and AD Hoc Committee on Securitization/Monetization Project. Member of the Real Time Processing of Contributions Project Team; Steering Committee on Computerization; Task Force on Insurance- Related Initiatives; and Pre-approved Member Loans Program. Former Chairperson/Vice Chairperson/Member of various Ad Hoc Committees/TWGs.

EDUCATIONAL ATTAINMENT

Certified Public Accountant (CPA); Doctor in Business Management, The Philippine Women's University System, Manila; Master in Business Administration (MBA), Pamantasan ng Lungsod ng Maynila; Bachelor of Science in Business Administration (BSBA) major in Accounting, University of the East, Manila.

Earned the Certificate of Completion for passing the One-year Course on Trust Operations and Investment Management from the Trust Institute Foundation of the Philippines, Makati and successfully completed the Middle Management Development Program at the Ateneo de Manila University Graduate School of Business, Makati. Passed the examinations and successfully met the requirements of the Treasury Certification Program of the Ateneo-Bankers Associations of the Philippines' Institute of Banking and awarded the full certification - Certified Associate Treasury Professional (non-banker).
